

**STAYTON CITY COUNCIL
CHARTER REVIEW COMMITTEE
MEETING MINUTES
August 26, 2008**

CALL TO ORDER

7:00 p.m.

Chairman Nielson

ROLL CALL

Aboud, Gerry Vice-Chair
Brandt, Susan
Fiske, Jack
Frank, Steve
Hazelwood, Lee

Hemshorn, Catherine
Honeywell, Virginia L.
Jensen, Todd, absent
Kingsley, Alan
Nielson, David, Chairman
Quigley, Brian

STAFF:

Don Eubank, City Administrator
Dan Fleishman, City Planner
Rebecca Petersen, Deputy City Recorder

FACILITATOR: Nancy Boyer, Mid-Willamette Valley Council of Governments

Review Meeting Times and Dates: Chairman Nielson stated that it would be appropriate to list meeting dates and times of the Charter Review Committee on the city's website, in order to inform the general public.

MOTION: From Mr. Fiske, and seconded by Mr. Aboud, to meet on the 2nd and 4th Tuesdays of each month, at 7:00 pm. Motion passed: 10:0.

Ground Rules: The ground rules as established at the July 28, 2008 meeting were reviewed.

MOTION: From Mr. Fiske, and seconded by Mr. Kingsley, to approve the Charter Review Committee Ground Rules as presented. Motion passed: 10:0.

Consideration of Mission Statement for Charter Review Committee: Ms. Boyer reviewed the mission statement as prepared by Chairman Nielson. Chairman Nielson stated that the "mission statement" is a draft and up for discussion. Committee members agreed that the statement reflects the charge of the committee, and should be approved.

The City Charter is the foundation by which the Citizens of Stayton determine the structure of their government, set the roles and responsibilities of the elected officials and administration, and preserve citizens' rights.

The mission of the Stayton Charter Review Committee shall be to conduct a comprehensive review of the existing city charter for the purpose of recommending changes that will provide a more modern, effective and efficient city government. The Committee will provide a proposed updated charter for the City Council, after review, to forward to the Citizens of Stayton for approval.

MOTION: From Mr. Fiske, and seconded by Mr. Kingsley, to approve the "Mission

Statement” as presented. Motion passed: 10:0.

Identification of Concerns/Issues with Current City Charter: Ms. Boyer distributed a handout that compared the City of Stayton Charter (by chapter) with the LOC Model Charter and examples of other jurisdictions Charters, which included Newport, North Bend and Sherwood. A list of issues and concerns were raised that the committee wishes to see addressed. (See attached)

Review of City of Stayton Charter by Chapter/Comments from Committee Members:

1. Charters from like sized cities should be used for comparison.
2. The Council Rules can take care of some of the issues instead of putting them in the Charter.
3. As the Committee sees issues that are not in the Code they can be added.
4. The word enactment sounds like it's the beginning of a new process, and not an updated version.
5. Certain words in the Charter are mandated by the State and the City is not able to change them.
6. Voter approval of all annexations should be added. (Approved by 8:2 vote).
7. Use the LOC Model Charter as a guide for the process.
8. Adopt the LOC wording for Section 4. POWERS OF THE CITY. (Approved by 9:1 vote).

(Issues/Concerns that were identified in the previous section that committee members wished to see addressed, were not included in this list of Comments from Committee Members)

Public Comment: A public sign up sheet was provided for those persons interested in addressing the committee at the end of the meeting; there were none.

Adjourn: There being no further business to come before the committee the meeting was adjourned.

Respectfully submitted by Rebecca Petersen, Deputy City Recorder on this 4th day of September 2008.

City of Stayton – Charter Review Committee

Issue/Concern	Type	Charter Provision
She/he – rather than referring only to he	Fixing problems	Throughout Charter
Voter approval of annexation	Incorporating changes already in place by city code or rules	Chapter I - Boundaries
Form of government – Weak vs. strong Mayor	New change	Chapter III – Form of Government Chapter IV – Council Chapter V – Powers and Duties
Filling vacancies – the individual should be resident of the City for one year	New change	Chapter III – Form of Government Chapter IV – Council Chapter V – Powers and Duties
Mayor having vote on Council	New change	Chapter IV – Council – Meetings Chapter V – Powers and Duties
In the Mayor's absence – does the Council President have a vote – what if there is a tie? – this needs to be clearer	Fixing problem	Chapter IV – Council – Meetings
Mayor enforcing Council rules	New change	Chapter IV – Council – Meetings Chapter V – Powers and Duties
Vacancies filled by appointment of Mayor – each individual interested in the position should be contacted	New change	Chapter V – Powers and Duties Chapter VI – Elections
(Deputy) City Recorder duties /responsibilities	Fixing problem	Chapter V – Powers and Duties Chapter VI – Elections
Mayor/Councilor positions to file by declaration or petition	Fixing problem	Chapter VI – Elections
Cumbersome ordinance enactment procedure	New change	Chapter VIII – Ordinance Enactment
Police Department and Police Chief Inclusion in the Charter and/or Code	New change	